



Congresbury Parish Council

Orchard House
The Old School Rooms
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Chair: Cllr Jane Clarke
Parish Clerk: Nicky Andrews
RFO: Gemma Palmer
Administrator: Catrin Lewis

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Minutes of the Full Council meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 9th December 2024 at 7.30pm**

Present: Councillors Clarke, Holland, Hill, Razzell, March, Griffiths and Burd

In attendance: Nicky Andrews (Clerk).

No Members of the public present:

24110 Public Participation

None

24111 Apologies for absence

Cllr Dan Thomas (NS Councillor).

24112 Declarations of Interest and to consider any written applications for dispensations.

None

24113 Approval of minutes

Resolved – that the minutes of the Full Council held on Monday 11th November 2024 need to be amended to “enhance the Old School Rooms e.g. curtains” and be approved at the next Full Council meeting.

The Finance Meeting minutes of 2nd December 2024 and the amendment to the minutes dated 16th September 2024 24073b to change denied to agreed were approved and signed as a true record.

24114 Millennium Green – To review proposed actions following Millennium Green Management Group Meeting

The Millennium Green Committee has been focusing on a five-year finance plan, Cllr L Burd has a meeting with the RFO on Wednesday. Alternatives to painting the bridge in situ have been discussed. No progress has been made on the bench site. An application will be made to put a TPO on the Jubilee Oak and we are waiting for written confirmation confirming access to the paddock via the Congresbury Arms car park. (Verbal has already been obtained). The next volunteer day is Monday 16th December 2024.

24115 Clerks Report

The encashment facility has been arranged between Nat West and Unity Trust Bank and if required the Council can withdraw up to £2000 in cash.

St Andrews Floor has now been repaired.

NSC has asked for nominations for Councillors to be co-opted on the Standards Sub Committee. Cllr W Holland volunteered to be co-opted onto the sub-committee.

A former Councillor has requested we look at discussing traffic safety measures on the A370 from the traffic lights past the Old School Rooms, Church and School. Clerk to ask NSC.

The Christmas Fair was well attended despite the weather, thank you to all the people who helped marshall the road closure.

It has been noted that a pond has been installed on an allotment against the advice from the Parish Office. This needs to be debated at the next Full Council meeting as there is no mention of ponds in our allotment tenancy rules. To be discussed at the next Full Council meeting in January.

NSC owned litter bins we need to inform them if we will take on the three remaining bins. To be discussed at the next Full Council meeting in January.

A tree has fallen onto the ball court fencing, it has been established that the tree belongs to North Somerset Council and will be felled shortly. Cllr Burd and Clarke were unhappy as the tree is in a dangerous position. Clerk to write to NSC and ask them to erect barriers around the tree until it is felled.

24116 To review and adopt:

a) Anti-Harassment and Bullying Policy

Resolved: That the Anti-Harassment and Bullying Policy has been reviewed, by the Parish Council and was adopted

b) Equality and Diversity Policy

Resolved: That the Equality and Diversity Policy has been reviewed, by the Parish Council and was adopted

c) Standing Orders

Resolved: That the Standing Orders has been reviewed, by the Parish Council and was adopted

24117 To agree final draft of the football lease.

Resolved – The final draft of the football lease was agreed – Cllr Clarke proposed, Cllr March seconded, all Cllrs agreed.

24118 Update on request for 20mph speed limit and discuss safety of the two pedestrian crossings on Brinsea Road

The Clerk updated the Councillors on the progress of the 20mph speed limit. North Somerset Council were hoping to share their proposals with the Parish Council early in the new year.

24119 Internal Audit Report following internal auditors visit on 15th November 2024.

Members noted the report for 2024/25 and considered the recommendations. Councillors considered and recorded the independence of the appointed auditor for 2024/2025.

24120 To authorise payment schedule for December 2024

Resolved: To authorise payments for December 2024.

24121 Finances

For members to note the finances for month 8 (November 2024) Clerk and Chair/Vice Chair to sign and initial pages.

Direct debits, credit card and bank transfer payments as detailed totalling £46131.10 (November 2024)

- a. Bank reconciliations
- b. Payments & Receipts
- c. Expenditure against budget

24122 Exclusion of Press and Public

Recommended – that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to consider commercial matters.

24123 Dog Bin - To purchase a new dog bin for Riverside Garden - By gate to Millennium Green.

Resolved – It was agreed to purchase a replacement dog bin – Cllr Holland proposed, Cllr Clarke seconded, all Cllrs agreed.

24124 Planters – To purchase compost and winter plants.

Resolved – It was agreed to spend up to £200.00 on compost and winter plants/bulbs – Cllr Holland proposed, Cllr Hill seconded, all Cllrs agreed.

Meeting ended 8.40pm.

Signed:Date.....